



# Welcome to WeCreate

A free, digital art and content library for creating vibrant communications.

Discover high-quality graphics, photography, covers, articles, puzzles, web and social media images, and more!

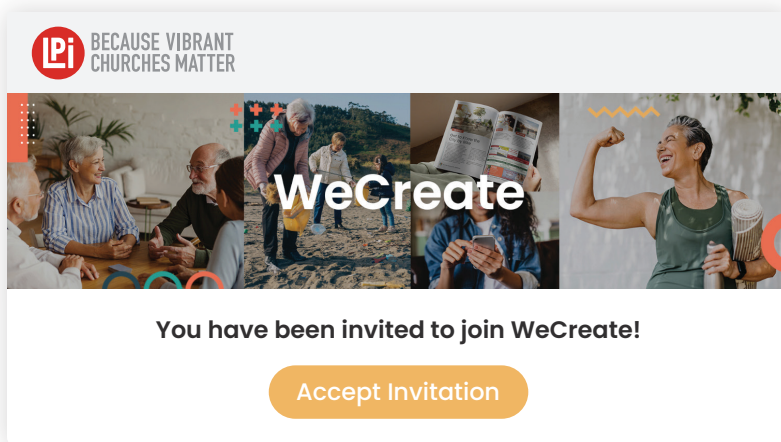


# Getting Started

## Create Your Account

Before you can access art and content in WeCreate, you will need to set up your account.

1. LPi Customer Service will email you an invitation to join WeCreate.
2. Click on the link in the email.
3. Enter your first and last name and email address, and create a password.
4. Click **Sign Up**. The Vibrant Communities main page will appear.



## Log In to Your Account

Follow these steps if you get logged out of your account.

1. Go to [lpicommunities.com/login](https://lpicommunities.com/login) or click **Login** on the top navigation bar on [lpicommunities.com](https://lpicommunities.com)
2. Click **WeCreate Login**
3. Enter your email and password.
4. Click **Sign In**. The Vibrant Communities main page will appear.

## Forget Your Password?

1. Click on the **"Forgot Password?"** link. You will receive an email with a link to reset your password.
2. Click the **"Reset Your Password"** link in the email.
3. Enter a new password and click **Reset Password**.

A screenshot of the WeCreate login page. At the top is the same collage of images seen in the invitation email, with "WeCreate" text. Below this is the heading "Sign in to the Vibrant Communities private Collection". There are two input fields: "Email" and "Password". To the right of the password field is a link that says "Forgot password?". Below these fields is a blue button with a red border that says "Sign In". Underneath the button is a line of small text: "By proceeding, you agree to our [Privacy Policy](#) (including use of cookies and other technologies) and [Terms of Service](#)". Below this is a horizontal line with the word "Or" in the center. At the bottom is a checkbox that is checked, followed by the text "Sign in with Smartsheet".

# Get to Know the Interface



## 1) My Profile

Here you can view and change your password and also see what assets you have flagged as your favorites.

## 2) Sections

Assets are organized into main categories called sections. Click on the button to see all of the assets in the section.

## 3) Pins

Pins are quick searches that have been created to help you quickly find the most relevant assets, including seasonal content. Click on the pin name to display available assets by section.

## 4) Filters

Filters allow you to narrow down your search to meet your specific needs, such as by file type or orientation.

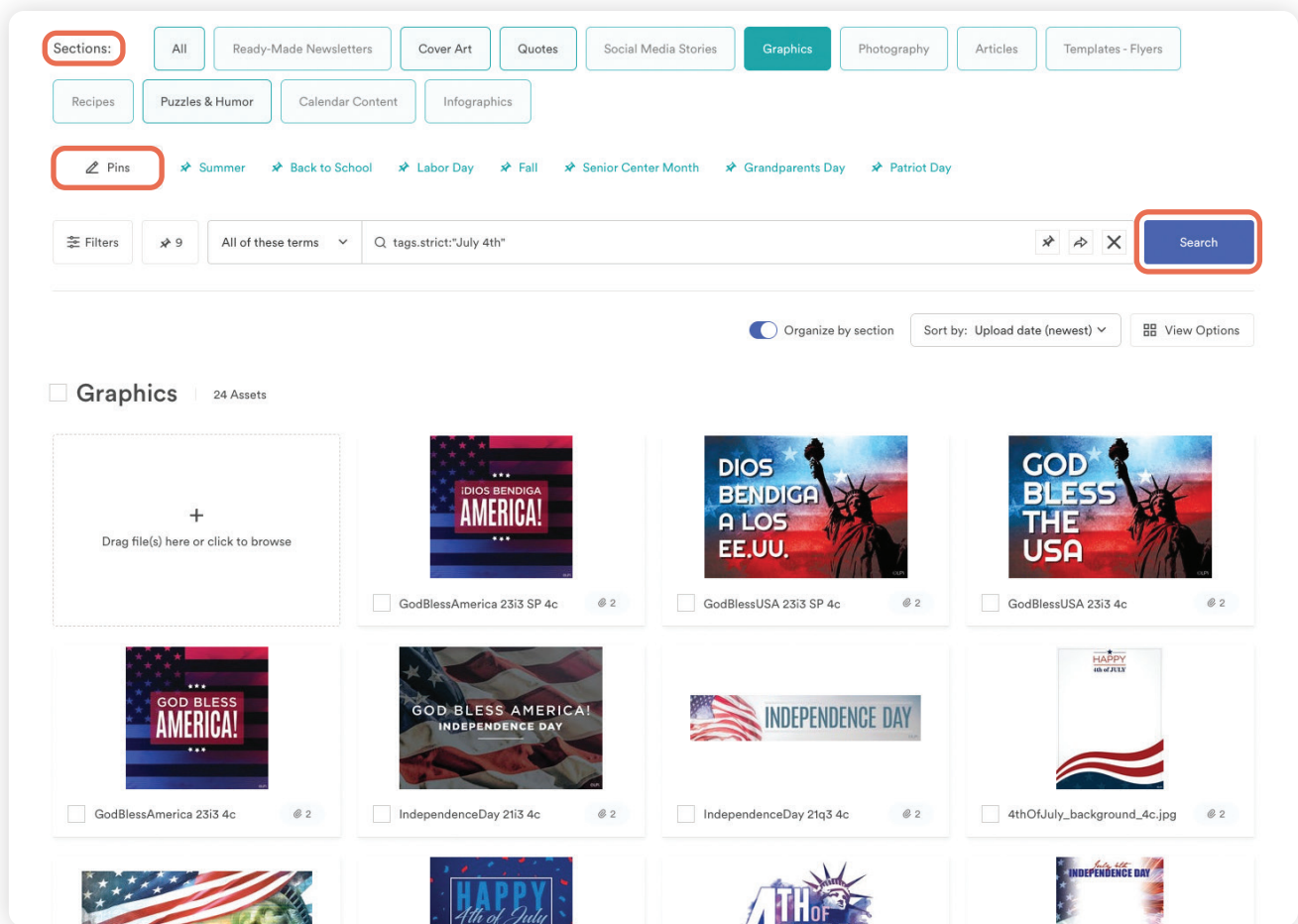
## 5) Assets

An asset is any downloadable item, including clip art, photography, text documents, social media images, and editable templates. An asset can have several versions (such as black and white, English and Spanish, horizontal and vertical orientation) as well as related content (such as a puzzle or reflection).



# Search

1. Type topics or keywords in the search bar and click **Search**.
2. All of the relevant assets are displayed by section. Scroll down to see all results.
3. Searches are performed across all **sections** and **pins**. To see the assets available in a specific section or pin, first perform the search and then click one of the sections or pins.



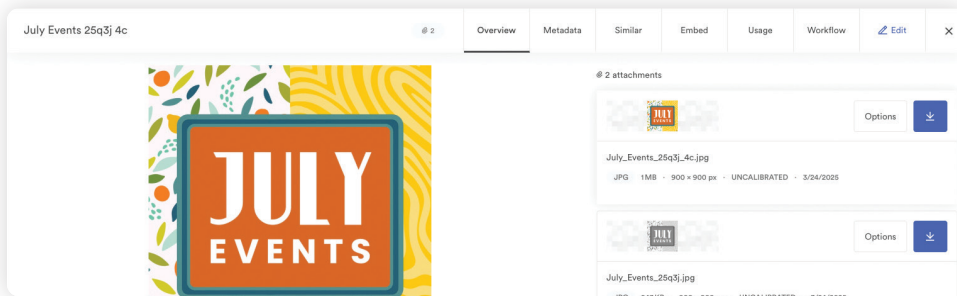
# Asset Details & Downloading

Before downloading, you can view all information about an asset, including available versions, related content, download options, and similar assets.

To view details, hover over an asset's thumbnail and click **View**.

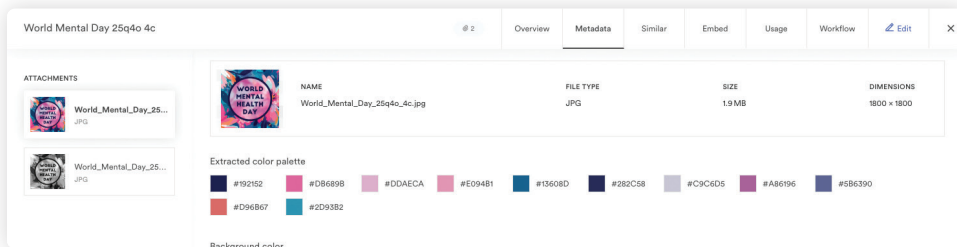
## Overview Tab

Displays all versions of the asset (such as black and white, English/Spanish, horizontal or vertical orientation) as well as any related content. Here you can also change the download options for file type and/or size and search for assets with similar tags (keywords).



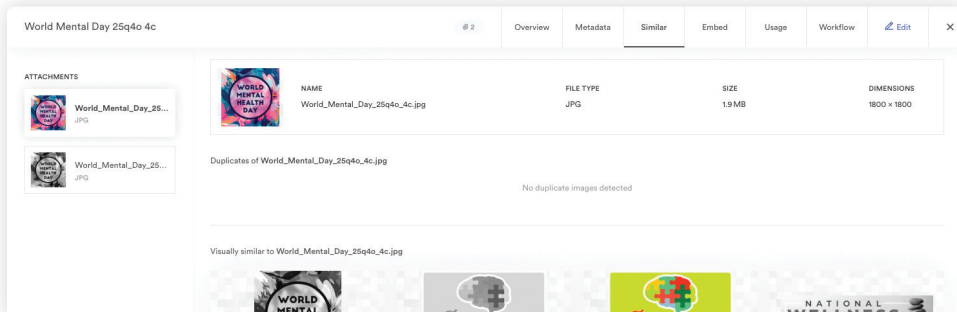
## Metadata Tab

Displays information about the asset, including file type, size, and dimensions.



## Similar Tab

Displays any possible matches for similar assets, which you can click on and view.

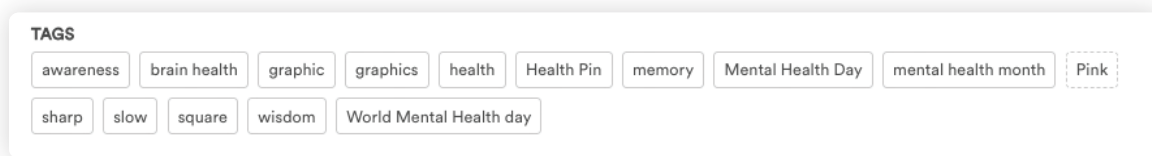


## File Formats for Text and Art Assets

Art assets are available in different formats for print and web. Recommended for print: **JPG**, and recommended for web: **PNG**. The default for text asset downloads is a **DOC** file.

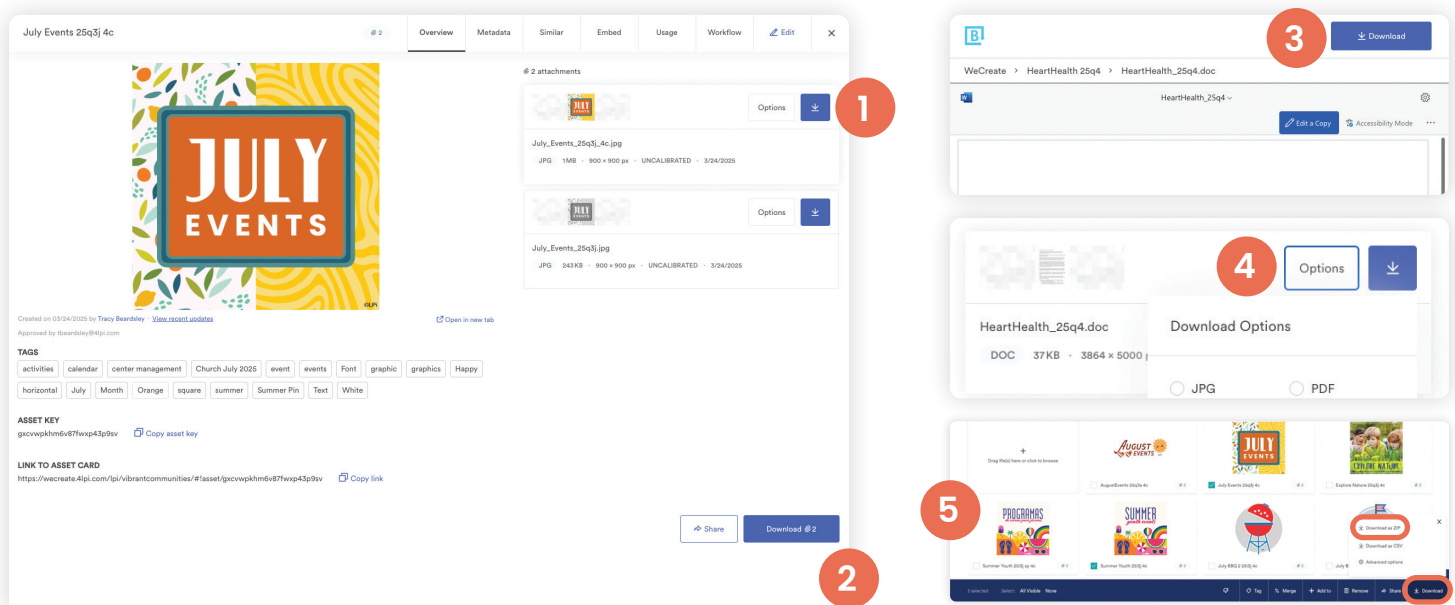
## Asset Tags

The tags (keywords) associated with the asset appear below the asset thumbnail. You can search for other assets with the same tag by clicking on a button. All relevant assets will display by section.



## Downloading Assets

- 1) To download a single asset, click the **download arrow** next to the asset. The default JPG or DOC file will download.
- 2) To download all assets, click **Download Attachments**. The default JPG or DOC files will download in a zip file.
- 3) To preview a text file before downloading, click on the asset thumbnail. A new tab opens with the text file. Click **Download**, and the default DOC file will download.
- 4) To download an asset in a different format, click **Options** next to the thumbnail, select the file format, and click Download.
- 5) Download multiple assets at once by checking the boxes to the left of the file names, and click **Download** in the bottom right corner of the screen. Choose **Download as ZIP**, all asset versions will be downloaded.



# Templates

WeCreate has template files that can be customized with text to suit your needs. To find templates, look for any section that is labeled “Template.”

1. Click on a template section.
2. Click **View** on the thumbnail of the image you want to customize.
3. The template editor tab will open. The customizable fields are on the left side of the screen.

Farmer'sMarket

Every Saturday

from 9 a.m.-2 p.m.

Produce, art & crafts, clothing & jewelry, prepared food, and more! • Free sacks & refreshmentsLocation: T

Interested in being a vendor? Contact us at www.RedOak.com/fmvendor

Refresh Preview

Share Link

Finish

Fit To Screen

Farmer's Market

EVERY SATURDAY FROM 9 A.M.-2 P.M.

Produce, art & crafts, clothing & jewelry, prepared food, and more!  
• Free sacks & refreshments

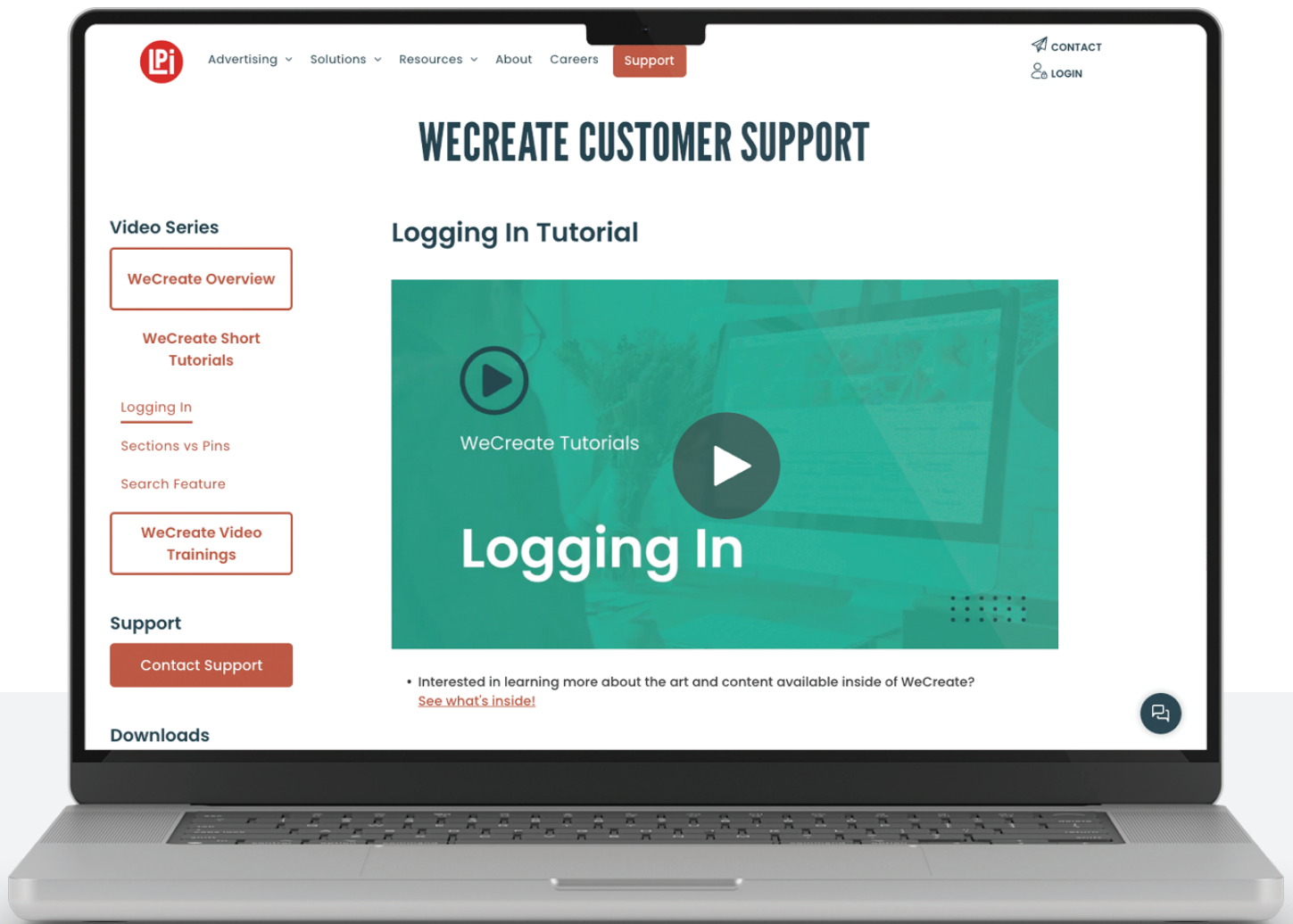
Location: The Red Oak Community Center Parking Lot  
1234 State St., Anytown, WI, 55555

Interested in being a vendor?  
Contact us at

4. Enter your copy in each field you want to change.
5. To see how your customized piece will look, click **Refresh Preview**.
6. When ready to download, click **Finish**.  
*Note: If you don't see the text you entered, it is too long for the allotted space.*
7. Hover over Download and select the file type you want. Select High-Res JPG for PDF for print, or Web JPG for web.
8. Navigate to a download folder to save your asset.

# Learn more about WeCreate with step-by-step video tutorials available on our support page!

Visit [lpcommunities.com/wecreate-customer-support](https://lpcommunities.com/wecreate-customer-support)



Reach out to Customer Support  
(800) 950-9952 x2200

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